



*Embassy of the United States of America
GSO/Procurement A-M8
2 Avenue Gabriel
75008-Paris, France*

March 25, 2016

Subject: Pre-solicitation notice – Lease/purchase of production copier

Ref.: SFR63016R0007/FM

The Embassy of the United States of America in Paris intends to issue a request for proposal (RFP) for lease and/or purchase of production copier/printer with maintenance for the Reproduction Unit of U.S. Embassy, Paris.

Only companies specializing in this field of work with valid permits should apply for a solicitation package.

The issuance of the solicitation package is anticipated to be on April 8, 2016. The due date and time for this RFP is April 22, 2016 at 3:00pm.

Interested parties should contact Mr. Mohamed Farhaad, Email: MohamedFA@state.gov or by phone at 01 43 12 24 09, in order to receive a solicitation package.

Details to be provided by the company are:

- Name and address of company
- Name of requestor and designation
- Contact details – email address and phone numbers

Bidders must register in the System for Award Management (SAM) prior to submission. Registration information is available in link below:

<https://www.statebuy.state.gov/pd/Pages/AdditionalVendorReg.aspx>

As registration may be a lengthy process, interested bidders should initiate the registration as soon as possible. The resultant SAM number must be provided with the proposal submission.

The U.S. Government intends to award a contract that is the most advantageous to the Government, price and other factors considered. We intend to award a contract based on initial bids, without holding discussions, although we may hold discussions with companies in the comparison range if there is a need to do so.